

# Federal Advisory Committee (FAC)

## Membership Balance Plan

<b>(1) FEDERAL ADVISORY COMMITTEE NAME</b> <i>State the legal name of the FAC</i>
<b>National Advisory Committee on the Sex Trafficking of Children and Youth in the United States</b>
<b>(2) AUTHORITY</b> <i>Identify the authority for establishing the FAC</i>
<p>The National Advisory Committee on the Sex Trafficking of Children and Youth in the United States (hereinafter referred to as the National Advisory Committee) is established pursuant to Section 121 of the Preventing Sex Trafficking and Strengthening Families Act (Pub.L. 113-183). The formation and operation of the National Advisory Committee are governed by the provisions of Public Law 92-463, as amended (5 U.S.C. App. 2), which sets forth standards for the formation and use of federal advisory committees.</p>
<b>(3) MISSION/FUNCTION</b> <i>Describe the mission/function of the FAC</i>
<p>The National Advisory Committee shall advise on the development and implementation of successful interventions with children and youth who are exposed to conditions that make them vulnerable to, or victims of, sex trafficking and make recommendations for administrative or legislative changes necessary to use programs, properties, or other resources owned, operated, or funded by the Federal Government to provide safe housing for children and youth who are sex trafficking victims. The National Advisory Committee shall develop 2-tiers of recommended best practices for States to follow in combating the sex trafficking of children and youth based on multidisciplinary research and promising, evidence-based models and programs, including sample training materials, protocols, and screening tools to identify victims of trafficking and those at risk for trafficking; multidisciplinary strategies to identify victims, manage cases, and improve services; sample protocols and recommendations for cross-system collaborations; criteria and guidelines for safe residential placement for foster children who have been sex trafficked; and training guidelines for caregivers serving children and youth outside the home. The National Advisory Committee shall share best practices and recommendations with State Governors and child welfare agencies; and prepare and submit an interim report to the Secretary, Attorney General, and Congress within 3 years after the establishment of the Committee and a final report within 4 years after the establishment of the Committee.</p>
<b>(4) POINTS OF VIEW</b> <i>Based on understanding the purpose of the FAC,</i> <i>(a) describe the process that will be used to ensure the committee is balanced, and identify the categories (e.g. individual expertise or represented interests) from which candidates will be considered;</i> <i>(b) consider identifying an anticipated relative distribution of candidates across the categories; and</i> <i>(c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members</i>
<p>The process for recommending potential members shall be based on an objective review of Statements of Interest conducted by a selection committee staffed from HHS and DOJ, with assistance from the National Governors Association (NGA). In addition, the Secretary may make direct appointments to achieve representation and balance envisioned by the statute. Five selection factors have been identified for public members: 1) Potential Contribution to the Committee, e.g., experience and success leading change, leading people, leading coalitions; 2) Anti-trafficking leadership at the state, local, and tribal levels; 3) Exemplary/Recognized Efforts with documented results on behalf of trafficking victims, e.g. letters of support, awards, citations, etc; 4) Length of Service in the Anti-trafficking movement; and 5) Applicant's narrative statement.</p>

Governors): 1) Executive Leadership on human trafficking issues in their respective State, such as the creation of Statewide anti-trafficking task force, working groups, or councils; 2) Efforts to propose State legislation on anti-trafficking efforts; 3) Programs and policies on human trafficking initiated by their Administration; 4) Efforts to elevate anti-trafficking issues through budget requests; and 5) Efforts to increase public awareness and education.

Once rankings are determined on an individual basis, top ranking potential members will be selected with priority given to the diversity of the Committee, based on expertise, professional experience, and geographic representation. In addition, specific expertise relevant to the mission/function of the committee includes: state, local, and tribal government; child welfare; social services; physical and mental health services; victim services; family and juvenile court; juvenile justice; law enforcement; runaway and homeless youth; schools; gaming and entertainment; and youth serving business. The Secretary may make direct appointments to achieve representation and balance required by the statute.

Finally, a review of a potential member's statements of interest, resume, and letters of support will be conducted to assess qualifications to serve on the Committee. Further, HHS will conduct vetting as appropriate. These individuals will be appointed as representative members because they will provide the points of view or perspective of outside interests or group stakeholders.

#### **(5) OTHER BALANCE FACTORS**

*List any other factors your agency identifies as important in achieving a balanced FAC*

Appointments shall be made without discrimination on the basis of age, race, ethnicity, gender, sexual orientation, gender identity, HIV status, disability, and cultural, religious, or socioeconomic status. During the nomination process, the Committee is reviewed in totality for balance with regard to geographic location, gender, and experience in government, non-governmental organizations, and private industry. A balanced Committee is characterized by inclusion of the necessary knowledge, insight, and experience in anti-child sex trafficking efforts and the intersection of trafficking and public health and criminal justice concerns.

#### **(6) CANDIDATE IDENTIFICATION PROCESS**

*Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance. The summary should:*

- (a) describe the process*
- (b) identify the agency key staff involved (by position, not name)*
- (c) briefly describe how FAC vacancies, if any, will be handled by the agency; and*
- (d) state the membership term limit of FAC members, if applicable*

HHS, DOJ, and NGA staff members involved in advisory committee activities are responsible for recruiting, identifying, and recommending members to fill vacancies. However, the Secretary of HHS in consultation with the Attorney General will make the final selection of Advisory Committee members. A Federal Register Notice announcement was published soliciting submission of interest for membership on this new Committee. HHS and DOJ staff members will conduct the initial screening of applicants and make recommendations to the Secretary of HHS and the Attorney General regarding prospective members' competency and suitability to serve on the Committee. All individuals interested in serving as members should demonstrate advocacy and trafficking victim service experience; respect for diversity of views and human trafficking experiences; interest and ability to provide thoughtful commentary and guidance on federal anti-trafficking initiatives; and the ability to share lessons learned with survivors, anti-trafficking organizations, private sector, and governmental agencies. Furthermore, should HHS, DOJ, and NGA partners find it necessary, promising candidates may also be recommended for direct appointment. Direct appointees will be assessed based on the same criterion identified for public members.

Consideration is given to applicants' potential contribution to the Committee, anti-trafficking leadership positions held, exemplary efforts documented from a reputable body, length of service in the anti-trafficking movement, and the applicant's narrative statement.

Members will be appointed to serve for the five year life of the Committee. A vacancy in the Committee shall be filled in the manner in which the original appointment was made with replacement Committee members being secured from a list of alternates identified at the time of the initial selection of Committee members. If appointed to fill a vacancy due to retirement or otherwise, the newly appointed member will serve only the remainder of the departing member's appointment on the Committee.

**(7) SUBCOMMITTEE BALANCE**

*Subcommittees subject to FACA\* should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

*\*This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

N/A

**(8) OTHER**

*Provide any additional information that supports the balance of the FAC*

N/A

**(9) DATE PREPARED/UPDATED**

*Insert the actual date the Membership Balance Plan was initially prepared, along with the date(s) the Plan is updated*

Date 12/01/2016

Katherine Chon, Designated Federal Officer